

**TOWN OF GOSHEN**  
**RECREATION COMMISSION**  
**SPECIAL MEETING**  
**Tuesday, September 1, 2015**

**PRESENT:** Don Patterson, Chairman; Erin Hurlburt; Cate Corwin, Al Torizzo, Nanci Howard

**EXCUSED:** Colleen Finn, Garret Harlow

Don Patterson called the meeting to order at 7:05 p.m.

In beginning the discussion for the finalization of the job description and requirements for the position of Recreation Director for the town of Goshen, the changes made to the job description at the Board of Selectmen meeting of August 25, 2015 were reviewed. This group agreed that “office hours” and “program hours” should be distinct. This would identify “on-sight” and “off-sight” time spent. Office hours need to be set/standardized to enable the public have access to the director. Program hours would include time required for programs that run on weekends.

The meaning of “salaried” position was discussed. Don Patterson stated that the budget for the Recreation Department is created by the Recreation Commission, forwarded to the Board of Selectman and Board of Finance and adhered to by the Recreation Director. It was decided that submission of a “work log” is preferable to “time sheet”. More importantly, the Commission felt that a competitive salary for the director in today’s job market should be offered. The search/interview committee will arrive at a salary they deem acceptable and then discussed with the Board of Selectmen as stated at the previous meeting.

The Board of Selectmen would like to dissipate the old websites for the activities, announcements and news about Goshen’s Recreation Department ([www.goshenrec.org](http://www.goshenrec.org)) and utilize the Town of Goshen website, [www.goshenct.gov](http://www.goshenct.gov) which would consolidate all departments of the town to one central website.

Goals of the Recreation Department were reviewed where the Commission felt that having a new Recreation Director would be an opportune time to bring in new activities, culling input from the parents of school children, senior citizens and other organizations from Goshen.

IN A MOTION made by Cate Corwin, seconded by Nanci Howard, it was VOTED to approve the newly amended job description and agreed it to be forwarded to the Board of Selectmen. Voted unanimous.

The search/interview committee will be comprised of Garret Harlow, Nanci Howard and Don Patterson, with Al Torizzo serving as alternate.

After submission of the job description to the Board of Selectmen for their meeting on Tuesday, September 8, 2015, an employment ad for Recreation Director is anticipated to run Thursday, September 10, 2015 in the local newspaper. Interviews will commence Friday, September 25, 2015. Applications will be received no later than Wednesday, September 30, 2015. It is hoped that a candidate can be hired by Monday, November 2, 2015.

With reference to the *GOSHEN TOWN WIDE TAG SALE*, to be held Saturday, September 19, 2015, the request from residents of Woodridge Lake to use Camp Coch for their participation in this event was discussed, noting this request can be submitted by any town resident. The physical location of their tables as well as entrance and exit directions were noted, i.e., the west end would be used for parking and no unsold items would be left behind. If the Woodridge Lake residents wish to use the indoor areas, a clean-up fee of \$50 would have to be charged.

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IN A MOTION made by Don Patterson, seconded by Cate Corwin, it was VOTED to allow Woodridge Lake residents, or any Goshen resident use of Camp Coch property, collect the \$10 registration fee, (per address) plus the \$50. clean up fee if the indoor space is used. Voted in favor with Al Torizzo abstaining.

IN A MOTION made by Nanci Howard, seconded by Al Torizzo, it was VOTED to adjourn the meeting at 8:35 p.m. Voted unanimous.

Respectfully submitted,

Lucille A. Paige, Recording Secretary